

WEBB COUNTY, TEXAS

COMMISSIONERS COURT AGENDA

PUBLIC NOTICE

COMMISSIONERS COURT MEETING WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2ND FLOOR LAREDO, TEXAS 78040 October 15, 2003 1:30 p.m.

- 1. CALL TO ORDER BY JUDGE, LOUIS H. BRUNI
- 2. ROLL CALL BY MARGIE IBARRA, COUNTY CLERK
- 3. PLEDGE OF ALLEGIANCE
- 4. APPROVAL OF MINUTES FOR SEPTEMBER 15, SEPTEMBER 16, AND SEPTEMBER 17, 2003.
- 5. APPROVAL OF BILLS, PAYROLL AND MONTHLY REPORTS
- 6. COMMUNICATIONS
- **7. PUBLIC COMMENT-** This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of three (3) minutes within which to make any/all public comments.

LOUIS H. BRUNI

Webb County Judge (956) 523-4600

JERRY VASQUEZ

Commissioner, Precinct 1 (956) 523-4617

JUDITH G. GUTIERREZ

Commissioner, Precinct 2 (956) 523-4624

FELIX VELASQUEZ

Commissioner, Precinct 3 (956) 523-4625

DAVID R. CORTEZ

Commissioner, Precinct 4 (956) 523-4653

MARGIE IBARRA

Webb County Clerk (956) 523-4251

HOMERO RAMIREZ

Webb County Attorney (956) 523-4044

LEO FLORES

Webb County Auditor (956) 523-4016

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

LOUIS H. BRUNI, WEBB COUNTY JUDGE

- **8.** Discussion and possible action to appoint Dr. Dennis Cantu to the Webb County Grievance Committee, and to serve as Chairman thereof.
- **9.** Discussion and possible action to appoint Commissioner Felix Velasquez to the Webb County Bail Bond Board.

GERARDO "JERRY" VASQUEZ, COMMISSIONER PRECINCT 1

- **10.** Discussion and possible action to award/reject Bid #2003-43 "El Cenizo Community Center" to CG Construction, Inc. in the amount of \$356,012.
- 11. Discussion and possible action to authorize the Purchasing Agent to solicit bids for the Asphalt Service Rehabilitation and repaving of 3.8 miles of Espejo Molina Road from Hwy. 83 South to the Southeast corner of El Cenizo.[Certificates of Obligation Series 2003]

JUDITH G. GUTIERREZ, COMMISSIONER PRECINCT 2

- **12.** Discussion and possible action to approve up to 1,500 cellular telephone minutes for the following:
 - 1. Chief of Staff
 - 2. Commissioners Court Executive Administrator
 - 3. County Engineer
 - 4. Road and Bridge Superintendent

FELIX VELASQUEZ, COMMISSIONER PRECINCT 3

13. Discussion and possible action to appoint Mr. Oscar Villarreal to serve as interim administrator to the elections office.

DAVID R. CORTEZ, COMMISSIONER PRECINCT 4

14. Discussion and possible action to enter into a professional services contract with Olga Paez, Director for the Webb County Arrestee Drug Abuse Monitoring (ADAM) Program for increased drug interdiction activities in the County focusing upon Illegal Drug Elimination Awareness Activities (IDEAA), for a period of one (1) year beginning on October 1, 2003 through September 30, 2004 at an annual cost of \$45,000 and authorizing the County Judge to execute all relevant documents. [Account # 001-0109-6022 Professional Services]

COMMUNITY ACTION AGENCY

- **15.** Discussion and possible action to fill slot #2011 (Social Services Director), at \$40,000.00 per year, effective October 15, 2003. [Account # 920-4200-5001 Payroll Community Services Block Grant]
- **16.** Discussion and possible action to approve Budget and General Order for the Emergency Food and Shelter Program (EFSP), for FY 2004.
- **17.** Discussion and possible action to approve amended budget for the Comprehensive Energy Assistance Program (CEAP) for FY 2003.
- **18.** Discussion and possible action to approve amended budget for the Community Services Block Grant (CSBG), FY 2003.

COUNTY ATTORNEY

19. Discussion and possible action to enter into an architectural services contract with Architectura, S.A., Inc., for the design and contract administration of the enclosure of the front porch of existing Community Center in Rio Bravo and new Community Center Park in the amount of THIRTY-THOUSAND DOLLARS (\$30,000.00) and authorizing the County Judge to sign all relevant documents.[Account #693-6109-6022 Professional Services]

- 20. Discussion and possible action to execute Amendment Number Two (2) to original contract No. 11K1965 effective October 1, 2002, between the Texas Department of Human Services and Webb County extending the number of eligible meal units from 58,764 to 60,409 and providing for additional funds totaling \$7,501.04 thus increasing the contract amount from \$267,964.00 to \$275,465.04 in funds to provide Home-Delivered Meals Services through the Webb County Community Action Agency Meals on Wheels Program and Authorizing the County Judge to execute all relevant documents. [Requested by Community Action Agency]
- 21. Discussion and possible action to approve Lease Addendum number 7130469-001 to Master Lease Purchase Agreement and Schedule with General Electric Capital Corporation to finance acquisition of additional equipment, licenses, materials and warranties for extending Mitel Phone services to the new Justice of the Peace Courthouse that will house Justices Benavides and Rangel for a monthly lease payment of \$432.23 for 110 months, and authorizing the County Judge to execute all relevant documents. [Account #001-0109-6004 Telephone Requested by County Purchasing]
- 22. Discussion and possible action to enter into a three (3) year (October 1, 2003 to September 30, 2006) auditing contract with Mejia & Company, P.L.L.C. to perform annual independent audits of Webb County at an annual cost not to exceed SIXTY-FIVE THOUSAND DOLLARS (\$65,000) and authorizing the County Judge to execute all relevant documents.[Account #001-0109-6021 Auditing and Accounting]
- 23. Discussion and possible action to enter into a Medical and Dental Health Services Agreement with Gateway Community Health Center for Children enrolled in the Webb County Head Start Program for a period of one year (October 1, 2003—September 30, 2004) at reduced fees as set forth in the agreements, authorizing an Exemption from section 262.023 Local Government Code (Competitive Bidding and Competitive Proposal Requirements) and authorizing the County Judge to execute all relevant documents. [Requested by Head Start].

- 24. Discussion and possible action to enter into a professional services agreement with Dr. Hector Lopez, D.D.S., for dental services for inmates at the Webb County Law Enforcement Center and ordering an exemption from section 262.023, Local Govt. Code and authorizing the County Judge to sign all relevant documents.[Account #001-2062-6022 Professional Services]
- 25. Discussion and possible action to enter into a professional services agreement with Laredo Health Care Associates, Inc., for tuberculosis testing at the Webb County Law Enforcement Center and ordering an exemption from section 262.023, Local Govt. Code and authorizing the County Judge to sign all relevant documents. [Account #001-2062-6022 Professional Services]
- 26. Discussion and possible action to enter into a contract with Mercy Ministries of Laredo, Inc., for the use of one county Dodge Van and for fuel and maintenance for the Mobile Medical Clinic for a one year period beginning October 1, 2003 through September 30, 2004 and authorizing the County Judge to sign all relevant documents
- 27. Discussion and possible action to enter into a construction contract with Zertuche Construction L.L.C. for the construction of the Library Addition to the Larga Vista Community Center in the amount of ONE HUNDRED FORTY-ONE THOUSAND EIGHT HUNDRED SIXTY-THREE DOLLARS (\$141,863.00) and authorizing the County Judge to sign all relevant documents.[Fund 655 Library Construction Fund]
- 28. Discussion and possible action to ratify Funding Agreement for Border Colonia Access Program between Webb County and the State of Texas, acting by and through the Texas Department of Transportation, for construction of colonia access roads in the following areas: Los Corralitos, Mirando and Mirando Addition, and Bruni and authorizing the County Judge to execute all relevant documents. [County Engineer]
- 29. Discussion and possible action to enter into an annual Software Support Agreement (renewal) with Real Vision Software, Inc. for a cost of THREE THOUSAND DOLLARS (\$3,000.00) effective October 1, 2003 for Real Vision COMPLETE Software Imaging System at the County Clerk's Office. [Account #001-0500-6402 Repair & Maint. Equipment Requested by Management Information Systems (MIS) Department]

- 30. Discussion and possible action to enter into a one (1) year (October 1, 2003 through September 30, 2004) lease agreement, for adult GED and ESL classroom space, with First Christian Church located at 2409 Guerrero Street, Laredo, Webb County, Texas at a monthly cost of ONE HUNDRED DOLLARS (\$100.00) for a total cost of TWELVE HUNDRED DOLLARS (\$1200.00) over the lease term and authorizing the County Judge to execute all relevant documents. [Requested by Head Start].
- 31. Discussion and possible action to enter into a media and public affairs consulting agreement with either Allyn & Company or Allison Griffin at an hourly rate of \$250.00 an hour and authorizing the Webb County Judge to execute all relevant documents.[Account #625-8104-6022 Professional Services International Bridge #5]

COUNTY AUDITOR

32. Discussion and possible action to confirm previous action taken by Commissioners Court to transfer up to \$200,000 from year ending general fund balance to cover expenses incurred in department #1050 Judicial General Operations and to confirm and/or take action to approve the transfer of up to \$600,000 to cover expenses incurred by department #4100 Indigent Health Care from year ending general fund balance.

ENGINEERING DEPARTMENT

- 33. Discussion and possible action authorizing the issuance of "Webb County, Texas Waterworks and Sewer System Revenue Bonds, Series 2003A" and making provisions for the security thereof: Approving the application of the Texas Water Development Board, the Escrow Agreement, and the paying Agent/Registrar Agreement: and approving other matters relating thereto in the amount of \$588,000.00.
- **34.** Discussion and possible action authorizing the issuance of "Webb County, Texas Waterworks and Sewer System Revenue Bonds, Series 2003A" and making provisions for the security thereof: Approving the application to the Texas Water Development Board, the Escrow Agreement, and the paying Agent/Registrar Agreement: and approving other matters relating thereto in the amount of \$1,102,000.00.

ECONOMIC DEVELOPMENT

- **35.** Discussion and possible action to approve Budget Modification to the Texas Community Development Program Contract #721859 (Penitas West Park Project) for the amount of Three Thousand Six Hundred Fifty Dollars (\$3,650) at no cost to the County for the installation of 615' one single phase overhead primary on 40' poles to serve the park to be covered with grant funds. [Account #653-8001-8710- Parks & Recreational Facilities]
- **36.** Discussion and possible action to purchase (1) Copier Machine with one year maintenance and (1) Laptop with accessories for the new Bruni Community Center Building. [Account #696-6108-8801 Capital Outlay Certificates of Obligation Series 2002]
- **37.** Discussion and possible action to approve the acceptance of the Bruni Community Center as recommended by the project architect, Mr. Delfino Garza, Design Group International and that all final bills and retainage be approved.
- 38. Discussion and possible action to approve a Resolution authorizing the following County Officials: Honorable Louis H. Bruni, Honorable Judith G. Gutierrez, and Honorable Gerardo "Jerry" Vasquez to be designated to authorized signatories for the Texas Department of Housing and Community Affairs Contract for Deed Conversion Contract #542006 and Texas Community Development Program TCDP Contracts #722661 and #719681.
- **39.** Discussion and possible action to transfer Unit #0404 (1998 Ford Supreme Bus VIN 31FDLE40S6VHA34164), to the Self-Help Center Transportation Program. Bus is currently under Auxiliary Vehicles, Dept. 0109 and not in use by a County Department.
- **40.** Discussion and possible action to fill grant position Vista Program Supervisor/Coordinator at a salary of no more than Thirty-Five Thousand Dollars (\$35,000) based on experience at no cost to the General Fund. Funding by the Vista Program.

PUBLIC DEFENDER

- **41.** Discussion and possible action on the approval of a vehicle transfer from Constable Pct. 1 to the Public Defender's Office (1991 Chevy Caprice Classic VIN# 1G1BL5370MRJ32370).
- **42.** Discussion and possible action to fill slot #1725 (Assistant Public Defender) at \$48,748.00 per year, effective October 15, 2003.

PURCHASING AGENT

- **43.** Discussion and possible action on the approval to authorize the Purchasing Agent to purchase inventory software from Transition Products Inc., in the amount of \$11,000.00.[Account #696-8007-8801 Capital Outlay Certificates of Obligation Series 2002]
- **44.** Discussion and possible action to authorize the Purchasing Agent to purchase three (3) radar units to include installation from Corpus Christi Harley-Davidson, Inc. in the amount of \$7,583.40 for the Law Enforcement Center. [Account #168-2001-8801 Capital Outlay Sheriff State Forfeiture]
- **45.** Discussion and possible action to award/reject Bid #2003-41 Park Improvements for Oilton and Mirando.
- **46.** Discussion and possible action to authorize the Purchasing Agent to purchase one (1) Video and Surveillance system complete with connection cable and installation of equipment for the Juvenile Justice Alternative Educational Program from Security Surveillance Systems of Laredo in the amount of \$11,300.00.[Account #149-1301-6224 Minor Apparatus and Tools]
- **47.** Discussion and possible action to authorize the Purchasing Agent to purchase one (1) Flhtpi Electra glide Police Model from Corpus Christi Harley-Davidson, Inc. in the amount of \$14,000.00 and one (1) Police Radar unit in the amount of \$2,527.80 for the Law Enforcement Center. [Account #168-2001-8801 Capital Outlay Sheriff State Forfeiture]
- **48.** Discussion and possible action to authorize the Purchasing Agent to solicit request for proposals for restoration and preservation of County Records for the County Clerks Department.

RISK MANAGEMENT

- **49.** Discussion and possible action to ratify the Pollution Liability Insurance renewal and decline TRIA Terrorism coverage from McGriff, Seibels & Williams of Texas, Inc., through Gulf Insurance Co. to be effective October 1, 2003, and authorize the County Judge to execute all relevant documents. [Account #001-0105-6032 (Prop/Cas/Liab Premium)
- 50. Discussion and possible action to renewal of the Property/Casualty/Liability Insurance Package from McGriff, Seibles & Williams of Texas, Inc. through St. Paul Insurance to be effective October 1, 2003, and authorize the County Judge to execute all relevant documents. [Account #001-0105-6032 (Prop/Cas/Liab Premium)
- 51. Discussion and possible action to approve the payment of over-time hours accrued by various County employees due to the June 2, 2003, as approved by the St. Paul Insurance Adjuster.[Account # 001-0105-6032-04 (Storm Damage Claim)]
- **52.** Discussion and possible action regarding the Self Help Center claim for property damage caused by unknown individuals on or about August 27, 2003. [Account #001-0105-6201 (Claims Paid)]
- **53.** Discussion and possible action to set a limit of authority for the Interim Risk Manager.

EXECUTIVE SESSION

- 54. Discussion and possible action regarding Webb County's current lease with John Deere Credit Services Inc. for maintenance equipment located at the Casa Blanca Golf Course and any matters incident thereto. [Executive Session requested pursuant to Texas Government Code Title 5, Subchapter D, Sec. 551.071 (Consultation with Attorney)]
- 55. Discussion and possible action regarding an interlocal or other agreement in connection with a request from the City of El Cenizo to use Countyowned parking area for activities related to "October Fest" on October 25, 2003, and authorization of County Judge to execute all documents relevant thereto. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney).

- 56. Discussion and possible action to engage the services of the County's Independent Auditors to audit quarterly payroll reports submitted to the IRS for the last four (4) years and to represent the county in situations where penalties have been assessed for allegedly filing untimely and incorrect reports, including 4th Quarter 2000 and 1st Quarter 2003, which penalties are disputed by the County Treasurer. The engagement should include auditor comments related to the adequacy of the present payroll system and recommendations for improvement, and also relate specifically to the 941 reports for the quarters identified above.
 [Executive Session requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.071, Consultation with Attorney)
- 57. Discussion and possible action to accept a Full & Final settlement from Andres Dimas and Progressive County Mutual Insurance for property damage to a pump house located at the Webb County Golf Course which resulted from a motor vehicle accident on or about July 18, 2003. [Executive session is requested pursuant to Title 5, Subchapter D, Section 551.071 of the Teas Government Code-Consultation with Attorney]
- **58.** Adjournment.

The Webb County Commissioners Court hereby reserves the right to go into executive session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

♦ DISABILITY ACCESS STATEMENT **♦**

Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

| DATED THIS DAY OF OCTOBER, 2003. | |
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| By: | |
| By: | |
| CERTIFICATION OF NOTICE AND POSTI | <u>NG</u> |
| I, the undersigned, County Clerk, do hereby certify that the meeting of the Webb County Commissioners Court, is a tru of said notice, and that I posted a true and correct copy of subulletin board at the Courthouse door of Webb County, Tex readily accessible to the general public at all times on the | e and correct copy said notice on the as, at a place day of d continuously for |
| DATED THIS DAY OF | , 2003 |
| COUNTY CLERK, WEBB COUNTY, TEXAS | |
| BY: | |